

The Regional Director/Designee will be responsible for causing a formal review of a foster home when there is a **substantiated** determination of child abuse/neglect involving the foster home and/or there are serious infractions of licensing regulations. The purpose of the review is to determine the continued use or licensure of the foster home as well as any corrective action to be taken. In keeping with Child Welfare Practice, the reviews need to be strength-based and focused on the best interest of the child.

The review process and format may vary according to the particular needs of each area, but the timeframe for holding reviews and participation by the foster parent, as well as non-Children's Division review team members, will be consistent within all areas.

#### TIMEFRAME

The review of the foster home should occur within two weeks, but no later than 30 days following receipt of **CA/N records** or notice of licensing violation.

#### PARTICIPANTS

- 1) Foster Parents and support individual of their choice.
- 2) The Review Teams should include:
  - a. Non-CD members-One designated as the "Team Leader" or Moderator;
  - b. Licensing Supervisor and/or Supervisor III;
  - c. Staff (including supervisors) from other program areas and/or counties: and
  - d. Teaching foster parent.
- 3) Presenters may include:
  - a. CA/N investigator;
  - b. Social Service Worker of the child(ren) in the foster home;
  - c. Foster Home Licensing Worker, and
  - d. Other individuals as needed.

A review summary and recommendations will be submitted to the Regional Director for approval.

#### MEMORANDA HISTORY: